

**Committee for People with Disabilities
Monthly Meeting - April 6, 2006, 9:00 –10:00 a.m.
Dennis Martinez' Office**

Attendees: Michael Perez, Blanca St. Clair, Dennis Martinez, Iris Cowles, Patty Padilla & special guest Andrea Awosika. Andrea was hired under the FLP and is permanently assigned to NA-60

Agenda topics

Review March Meeting Minutes	All
NNSA SC Policy for Travel/Attendance at National Conference	Michael Perez
Future Leaders Program	Michael Perez
Job Accommodation Network Audio/Web Training	Blanca St. Clair
October Celebration	Mike Perez
Other	All

Discussion:

- Michael reviewed the March meeting minutes. A summary follows:
 1. Supervisory Training – HR coordinating/developing with HQ. Rita Garcia has committed to keep CPWD informed as well as drafting promotional reminders to managers (ref to 4-6-06 e-mail from M. Perez).
 2. Job Accommodation Network (JAN) Audio/Web Training – Blanca stated this is not available on V-brick or video. Recommendation made to arrange for web cast featuring Dinah Cohen, Director, Computer/Electronics Accommodation Program, November 14, 2006. Suggested this be scheduled in recognition of Veterans Day. Blanca to take lead. Note: Dennis offered to bring in a cake for this event.
 3. Ergo requests and Reasonable Accommodations request – Action: Michael to follow up with Ron O'Dowd and Connie Soden to obtain guidance and clarification. Patty offered to update points of contact, links, and provide editorial assistance to facilitate changes to NNSA SC Intranet web site(s) for ease in acquiring services. Dennis suggested CPWD think about putting an article in the Newsflash highlighting Ergo & Reasonable Accommodations when complete.
 4. Automatic door opener to the Wellness Center (from Snack Bar). Michael will follow up with Dennis to ensure this is working properly.
 5. NM Business Leadership Network. - NMBLN brings together businesses, state agencies and community leaders to expand employment opportunities for people with disabilities. See their [web site](#) for more information. Blanca and Michael expressed interest in finding out more. Patty will schedule a meeting.
 6. A copy of the final 2006 CPWD Goals & Objectives is attached below for reference.
- NNSA SC Policy for Travel/Attendance at National Conference - Mike provided an overview of the subject policy for SEP members attendance at national conferences (at members own cost)

- Future Leaders Program - Michael is scheduling meetings with UNM and possibly NM State University to identify graduating students who may be interested in applying for the subject program. Contact Michael if you are interested in participating.
- October Celebration
 1. Michael provided a brief overview of a video of Jason McElwain. Jason is a basketball player with autism. He goes on to become the leading scorer for his team. Recommendation was made to show this during Disability Employment Awareness Month during October. Michael and Blanca to follow up.
 2. Also, Patty offered to research theme and provide to Michael and Blanca.
 3. JAN (see notes above)

Committee for People With Disabilities
Goals and Objectives
2006

Goal #1

Recruit qualified disabled applicants for Permanent, Temporary, Internship and Coop positions.

Objectives

1. Notify current employees at NNSA who may qualify and/or be interested in positions only available to current NNSA employees.
2. Establish a networking relationship with the State of New Mexico Division of Vocational Rehabilitation to identify potential applicants and conduct job matching exercises.
3. Participate in Intern and Coop recruitment by contacting secondary schools and actively locating students who may qualify and be interested in NNSA careers.
4. Attend Recruitment Fairs when the opportunity is available.

Goal #2

Provide employment information to current NNSA employees who are interested in expanding their technical, management and administrative skills.

Objectives

1. Expand the use of the current CPWD website to include articles, techniques and potential workshops that provide personal improvement topics.
2. Conduct workshops on a quarterly basis for all employees. Invite speakers, show videos, and send e-mail messages.

Goal #3

Assist NNSA Service Center Complex in maintaining and improving accessibility at the Complex.

Objectives

1. Participate in the Facilities and Engineering Team annual surveys of the NNSA Service Center Complex by identifying potential areas for improvement or hazards.
2. Notify the Facilities and Engineering Team of issues that are identified throughout the year and offer suggestions on how to accommodate these changes or make improvements.
3. Provide input to various teams or efforts that may have impacts on the involvement of people with disabilities.

Goal #4

Promote disability awareness to the NNSA community.

Objectives

1. Promote and publicize National Disability Awareness Month.
2. Coordinate a Disability Awareness Month Event during the Month of October.
3. Establish relations with other Federal Agencies and Entities to identify how other offices promote disability issues.
4. Recognize individuals making an impact on individuals with disabilities.